

HPC 5710 HELPING THE TROUBLED EMPLOYEE
3 Semester Hours
Al Greene, ACSW

An introduction to employee assistance programming in a wide variety of settings. Historical development, current issues and trends, program structure, implementation, administration and evaluation are stressed. Visiting practitioners, student projects, and field trips will emphasize practical skills development in this helping model based in the work setting.

Content areas include:

- 1) History and overview of the development of EAPs.
- 2) Characteristics of the target populations including life span development, personality development, normal and abnormal behavior.
- 3) Essential components of an EAP, including: marketing, policy and procedures, assessment and referral services, record keeping, community referrals, location of the program, staffing, supervisory training, funding and evaluation.
- 4) Current trends and issues in the field including sociological and demographic changes in the work such as gender roles, discrimination, multicultural issues, and aging.

Objectives:

Students will learn the basic elements in the design and implementation of EAPs, thereby enabling them to assume entry-level EAP job responsibilities in the field.

Course requirements:

- 1) Attend class and participate in classroom discussion, drawing from readings and field trips.
- 2) Read the texts (Spicer, EAP Solution and all other (on reserve) assigned materials, writing a reaction statement to each source.
Due _____.
- 3) Participate in field trips and related activities.
- 4) Complete and report in class on a course project to be assigned.
Due _____. The project will be graded on: appropriateness of the topic, breadth and depth of the information, uniqueness and creativity, usefulness and applicability, and on the quality of the presentation. The project will comprise 50% of the semester grade, and the final exam will comprise 50%. Reaction statements are not graded, but must be done in an acceptable manner as discussed in class.

My office is Room 100D Duncan Hall. My phone number is 6051. My office hours this semester are: